

Cleveland Township Planning Commission

Cleveland Township Hall, Leelanau County, Michigan

Regular Minutes, March 2, 2022

1. **Call to Order:** Chair Manikas called the regular meeting to order at 7:00 PM
Roll Call: Chair Dean Manikas, Vice Chair Kim Hayes, Secretary Paul Stowe, Board Rep Todd Nowak, and Commissioner Travis Stein.
2. **Consideration of the Agenda:** Accepted as presented.
3. **Public Comment:** None
4. **Pronouncement of any Conflict of Interest:** None declared
5. **Consideration of February 2, 2022 Regular Planning Commission Minutes:** Members reviewed the minutes. **MOTION BY STEIN AND SECOND BY MANIKAS TO ACCEPT THE MINUTES AS PRESENTED. Motion passed 5-0.**
6. **Report by Chair:**
 - a. Received a call from a Mr. Vohlmer, he stated that he read the comments in the enterprise from Board Rep Nowak and wants everyone to remember why they live here.
 - b. Spoke to Eric Johnson and that prompted including the EGLE information about campgrounds.
 - c. Want to be respectful about everyone's time. Do we want to set a time limit for work? Commissioners agreed that the goal would be 8 PM, and no later than 8:30 PM, depending on the discussion.
7. **Reports and Correspondence by Members:** None
8. **Report by Zoning Administrator:**
 - a. 2 land use permits issued in February 2022.
 - b. 3 more land use permits on the docket.
 - c. Michaels Woods permit – on the creek, protected. Owner's contacted before they applied for the permit. They had all the trees tagged. Mostly dead trees and trees for the home and gravel driveway were removed, minimal damage was done.
 - d. Received a call regarding the commercial resort property (3 parcels), sounds like house may be being built on that property and plans are being made.

9. Continuing Business:

a. Master Plan review, community survey construction:

1. Andi:
 - i. Request list from Angie Diotte.
 - ii. Create the postcard with the sunset picture.
 - iii. Create a Google phone number to forward to her phone to include on the post card.
 - iv. Attempt to define the districts for the survey. Short definition for each district.
 - v. Possible changes to photo on postcard.
2. Paul:
 - i. Corrected issue with campground questions.
 - ii. Keep the more information fields as they are.
 - iii. Add “per stay” to the question about max number of days for clarity.
3. Anticipating the response rate to be similar to the prior survey or better. Prior paper survey had a 34% response rate according to Tim Stein.
4. Add a bulletin to the website.
5. Possible notice in the Enterprise.
6. Andi will get both of the address lists, voters and property owners at Tim’s suggestion.
7. Vice Chair Hayes stated her investigation showed anything 30% or higher is a good response rate.

b. Master Plan Agriculture, Objective 1 Action Step 2:

1. Chair Manikas contacted Eric Johnston. He stated if water is being provided by the property owner the Health Department will do an inspection. If the Board approves the agritourism ordinance he requests that the Health Department be notified. For food prep he said to use the Cottage Food Law.
2. Chair Manikas provided the information for review the EGLE documentation about campgrounds.
3. 9.11.3(1) add zoning ordinance 4.16
4. 9.11.3(1)(p) add “parcel owner and/or farm manager/operator”
5. 9.11.3(1)(f) Remove recreational vehicles restriction. Vice Chair Hayes will modify wording for maximum number of campsites or rooms and maximum number of adult occupants (2) per campsites or room.
6. 9.11.3(1)(g) Define a campsite and what it allowed on a campsite.
7. Review EGLE documentation and if there is anything that anyone wants to add bring it to the next meeting.
8. Schedule Public Hearing for Agricultural Tourism Ordinance for April 6, 2022 6:45 PM – Kim and Andi forward information to Tanelle for Public Hearing.

10. Public Comment: None

11. MOTION TO ADJOURN BY STOWE AND SECOND BY NOWAK. Motion passed 5-0.

Adjournment at 8:32 PM.